

# Cimarron Elementary Parent and Family Engagement Policy

## 2023 - 2024

### Statement of Purpose

Cimarron Elementary believes that it is our mission to ensure that every student has an equal opportunity to reach their highest potential. The campus' academic priorities include improving academic achievement in all content areas for all student groups. Student performance on STAAR should meet or exceed the campus group state comparison campuses. Students who experience difficulties in reading, mathematics, science and writing will receive targeted intervention opportunities through differentiated classroom instruction, interventions from Academic Support personnel, ESOL and SPED support, small group instruction time and tutorials. Students meeting standard also receive enrichment opportunities during small group instruction time. An integral part of reaching our goals is the support of our community.

A policy designed to promote parental involvement that supports our school's beliefs has been established to ensure student excellence and strengthen the home/school connection. An advisory team will annually review, evaluate, and modify this policy to better support our campus goals and the needs of our families and community.

Staff-parent communication will be addressed throughout the year. It is our goal to promote parental communication because we believe that student success is a shared responsibility. Ongoing, two-way, meaningful communication will occur throughout the year in various ways. Parents will be informed regularly about their child's academic performance and school curriculum through progress reports, report cards, Thursday folders, Room for Improvement reports, parent conferences, telephone calls, Canvas, eNews and the use of the Cimarron Elementary website. Parent, student and staff responsibilities are outlined in the parent-school compact which is agreed upon by the families of Cimarron Elementary and is designed to ensure student success in school and in the real world.

Title I orientation meetings will be held each year to orient our parents to the year's activities and a review of our campus needs assessment. A description and evaluation of the parental policy will be shared. Feedback will be taken for continued program evaluation and revision.

The effectiveness of our programs and parental involvement will be evaluated throughout the year. Data will be collected to design strategies for more effective parental involvement. Modifications and ways to improve our practices will be reviewed and reported.

Title I funds will be allocated towards student achievement. The Campus Advisory Team, including parents, teachers and community members, will have input into the use of funds. Funds may be used for professional development, extended day activities, instructional materials, technology, program implementation, staff salaries and parental involvement opportunities. The Katy ISD website provides parents with valuable information about the curriculum, grading policies, testing calendars, academic opportunities, district provided special programs and school performances. News related to our programs as well as special meeting times will be posted on the Cimarron Elementary website, in the weekly school eNews newsletter, and through individual flyers sent home in students' weekly Thursday folders.

### Developing the Policy

An advisory committee will be formed consisting of parents, community members, teachers and administrators to develop and revise Cimarron Elementary's Parental Involvement Policy. The parent volunteers will represent the diversity of the student population. A translator will be present if necessary. The committee will meet to write, revise and publish a parental involvement policy that will encourage and support family involvement at Cimarron Elementary. The parental policy will continually be evaluated, updated and revised to address the goals and needs of all of our stakeholders. The advisory committee will convene at a time and place convenient to all its members.

## **Annual Meetings**

Cimarron Elementary will conduct annual Title I Orientation Meetings at the beginning of each school year for all parents. At that meeting, the Title I program will be described, the Parental Involvement Policy will be distributed and opportunities for parental participation will be explained. Parent volunteers will be recruited to serve on the Campus Advisory Team.

Cheetah Coalitions will be held on a quarterly basis to provide parents the opportunity to learn about Cimarron Elementary, provide feedback, ask questions, and participate in their child's education. In May of each year, Katy Independent School District will hold a public Title I meeting to evaluate and share information about the Title I program. Parents will be invited to this meeting by each campus and notice of this meeting will be printed in the local newspaper.

Additionally, the evaluation of the Title I program will be conducted through a family questionnaire distributed at the end of each school year. These questionnaires will be reviewed at that time to determine suggested areas of improvement.

Parents are encouraged to be involved in their child's education and are encouraged to offer suggestions as we all work together to ensure that all children succeed at Cimarron Elementary.

## **Building Capacity**

Cimarron Elementary values the partnership of families in their children's education. There are many ways parents can make significant contributions to student success both at home and by volunteering at the school. Student achievement is the result of effective home-school-community partnerships.

### **Cimarron Elementary Faculty and Staff will:**

- Provide high quality instruction in a challenging, safe, nurturing and respectful environment that enables all children to meet the state's standards through the use of:
  - Research-based practices
  - Data-driven instruction
  - Highly-qualified staff
- Communicate regularly with parents in regards to their child's progress
- Monitor the attendance of students
- Establish a safe school environment where all individuals are welcomed, respected, valued and encouraged to be empowered
- Host activities providing instructional opportunities for parents and students
- Be reasonably accessible to parents and follow up on communication within one school day
- Hold parent-teacher conferences
- Provide parents opportunities to volunteer and participate in their child's class
- Approach problems with a positive, respectful and solution-based mindset
- Demonstrate respect to the school, students, staff and families
- Provide parents opportunities to give feedback to the school in decision making

### **Parents have the opportunity to support their child's learning the following ways:**

- Communicate the importance of school and learning with their child and maintain a positive attitude and growth mindset toward school
- Ensure their child attends school regularly, gets adequate sleep, regular medical attention and proper nutrition
- Encourage their child to read daily, monitor homework, and check for understanding
- Provide a positive home atmosphere and an adequate space so that school work can be completed
- Participate in school activities whenever possible
- Communicate regularly with their child's teacher in regards to their child's progress, absences and other pertinent matters

- Cooperate with the school in carrying out school policies, code of conduct and recommendations about their child
- Promote positive use of their child's extracurricular time
- Model respect to the school, students, staff and families
- Give constructive feedback to the school by participating in parent teacher conferences, Cheetah Coalitions, CAT Team opportunities and more

**Other areas in which parents are encouraged to participate in their child's education are:**

- Classroom volunteers
  - Classroom Readers
  - Classroom workbaskets
  - Workroom volunteers
- PTA (Parent Teacher Association)
- Parent Teacher Conferences
- Family Events (Title I nights, Literacy Night, STEAM Night, etc)
- CAT Team (Campus Advisory Team)
- Curriculum Night and "Meet the Teacher" Night
- Junior Achievement
- Book Fairs
- VIPS (Volunteers in Public Schools)
- Music and Choir Performances
- Class Parties
- Field Days
- KEYS Mentors (Keep Encouraging Youth Toward Success)
- Watch D.O.G.S.
- End of Year Celebrations of Learning

Our Parent Compact, program information, website information, conferences, notices and announcements will be written in English and Spanish (whenever possible) to promote the inclusion and involvement of all families within our community.

**Programs and the School Community**

Annually, the Title I program of Cimarron Elementary will assess the needs of students and parents within our school community. A variety of tools will be utilized to determine the effectiveness of our Title I program, including an end-of-the-year survey and questionnaire. Findings will be used to revise existing practices to better serve our students. Our staff is also diligent in reviewing student assessments. Campus and district-based assessments are used to guide instruction and provide further support to students. Data is always used to provide differentiated instruction to meet the needs of all learners.

Workshops and other trainings will be made available to educators and parents to address specific needs. Parents will be notified of these opportunities through the campus website and invitations through the school.

**Staff-Parent Communication**

Cimarron Elementary will communicate with parents on a regular basis. Important information will be provided in the district Student Handbook, the School-Parent Compact and on the campus website. Frequent notices about student academic performance will be sent home with children or provided through phone calls, emails and conferences. When possible, all communication will be provided in a language and format the parents can understand. Parents are encouraged to contact the school or child's teacher when questions or problems arise.

### **Parent-Teacher Communication at Cimarron Elementary:**

- Parent-Teacher Conferences
- Email
- Telephone calls
- Progress Reports
- Report Cards and Comments to Parents
- Room for Improvement Reports
- Individual Notices
- Weekly Grade Level Newsletters
- CE eNews
- Canvas

### **Contact Information:**

- Katy ISD Website - <http://www.katyisd.org>
- Cimarron Elementary Website - <http://www.katyisd.org/ce>
- Cimarron Elementary - 281.237.6900

### **Evaluation**

Cimarron Elementary will work with its Campus Advisory Team to evaluate the effectiveness of the parental involvement program. Surveys, family/staff questionnaires, assessment data and other resources will be used to determine needs and develop revised strategies for student success. The Title I Teachers will meet with other Title I colleagues across the district for suggestions on improving our program and parental involvement. Revision to the Parental Involvement Policy will be made and communicated to staff and parents. Furthermore, assessment data will be used to determine program effectiveness. Data will be compiled to determine modifications, successes and improvements for continued student achievement. Student performance and program initiatives will be communicated to parents.

### **Funding**

Katy ISD is required to set aside at least 1% of its Title I funds for the purpose of parental involvement. Those funds will be divided among the Title I campuses. The campus principal will consult with the Campus Advisory Team about the allowable uses of the funds. The campus principal will then authorize the use of the funds designated for parental involvement. Cimarron Elementary will spend Title I funds according to identified comprehensive needs and Title I guidelines and will document all activities and expenditures.

Funds will be used for staff salaries, materials, technology, supplies, activities, parental involvement, parent and teacher training and other effective methods/instructional strategies that increase the quality of learning at Cimarron Elementary.

### **Concluding Statement**

Cimarron Elementary is committed to the success of every student. We will work collaboratively to monitor the effectiveness of our parental involvement and Title I program, and to provide excellence in education.

Administrators, teachers and school staff advocate for the benefits of our Title I Parental Involvement Policy, as evidenced in the lives of our students. Parental engagement is essential to making significant contributions toward reaching academic, social and emotional excellence for every child at Cimarron Elementary.